

TRAINING REPORT

Instructional Techniques Course No. 49

18 hours, 27-29 September 1960 6 students

25X1A9a

Student: [REDACTED] Year of Birth: 1931

EOD Date: Feb 1958 Grade: Contract Office: OTR/LAS/LT

COURSE OBJECTIVES, CONTENT, AND METHODS

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspects of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

ACHIEVEMENT RECORD

This student has satisfactorily accomplished the course objectives and met the course standards in presenting her exercises. [REDACTED] is an exceedingly alert person whose teaching manner is crisp, concise, and pleasant. Her presentations and contributions to class discussions disclosed her basic understanding and appreciation of the principles of learning and teaching. [REDACTED] gave definite evidence of possessing much growth potential as a language instructor. With more practice under supervision, she should be able to develop even more poise and efficiency.

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FOR THE DIRECTOR OF TRAINING:

7 Oct 60

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for Chief Instructor

Date

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TRAINING REPORT

Instructional Techniques Course No. 49

25X1A9a 18 hours, 27-29 September 1960 6 students

Student: [REDACTED] Year of Birth: 1927

EOD Date: Oct 1959 Grade: Contract Office: OTR/LAS/LT

**COURSE OBJECTIVES, CONTENT, AND METHODS**

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspects of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

**ACHIEVEMENT RECORD**

This student has satisfactorily accomplished the course objectives and met the course standards in presenting her exercises. [REDACTED] is a well motivated and cooperative person. Her class presentations attested to her ability to organize instructional material and present it effectively. [REDACTED] thoughtful approach to problems in teaching a second language gave evidence of her desire to improve her instructional ability. Her intense desire to get the subject matter across with maximum effectiveness makes her seem rather tense. Persistent practice in relaxing a little more, coupled with following several suggestions made in class, should enable [REDACTED] to appear completely at ease when instructing.

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FOR THE DIRECTOR OF TRAINING: [REDACTED]

for Chief Instructor

7 Oct 60

Date

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## TRAINING REPORT

### Instructional Techniques Course No. 49

18 hours, 27-29 September 1960 6 students

25X1A9a

Student: [REDACTED] Year of Birth: 1904

ROD Date: May 1948 Grade: Contract Office: OTR/LAS/LT

### COURSE OBJECTIVES, CONTENT, AND METHODS

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspects of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

### ACHIEVEMENT RECORD

This student has satisfactorily accomplished the course objectives and met the course standards in presenting her exercises. [REDACTED] is a very pleasant person whose dedication to teaching is apparent. Her range of teaching experience and her open-mindedness made her a valuable asset in this instructor training course for language instructors. Through her participation in class exercises and discussions, [REDACTED] evinced commendable interest in increasing her professional stature. Miss [REDACTED] was very receptive to several suggestions concerning more student participation and greater appeal to the senses in the learning process.

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FOR THE DIRECTOR OF TRAINING: [REDACTED] 7 Oct 60

*for [REDACTED] instructor*

Date

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TRAINING REPORT

Instructional Techniques Course No. 49

18 hours, 27-29 September 1960 6 students

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Student: [REDACTED] Year of Birth: 1915  
EOD Date: Feb 1951 Grade: GS-13 Office: OTR/LAS/LT

COURSE OBJECTIVES, CONTENT, AND METHODS

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspect of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

ACHIEVEMENT RECORD

This student has satisfactorily accomplished the course objectives and met the course standards in presenting his exercises. [REDACTED] knowledge of modern methods of teaching languages and his familiarity with foreign cultures enabled him to make very valuable contributions to all class discussions. He demonstrated the capacity for harmonizing professional viewpoints of others into correct and acceptable procedures. [REDACTED] 25X1A9a class presentations revealed his thorough understanding of the learning process. His enthusiasm for language instruction was apparent throughout the entire course. Because of his extensive training and experience, Mr. [REDACTED]

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[REDACTED] had some difficulty in delimiting his subject material to the stringent class presentation requirements. He is cognizant of the necessity for greater selectivity in planning material for future presentations.

FOR THE DIRECTOR OF TRAINING: [REDACTED] 7 Oct 60  
for Chief Instructor Date

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## TRAINING REPORT

Instructional Techniques Course No. 49

18 hours, 27-29 September 1960 6 students

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Student: [REDACTED] Year of Birth: 1922

EOD Date: Sep 1956 Grade: Contract Office: OTR/LAS/LT

## COURSE OBJECTIVES, CONTENT, AND METHODS

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspect of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

## ACHIEVEMENT RECORD

This student has satisfactorily accomplished the course objectives and met the course standards in presenting her exercises. [REDACTED] is vivacious and very personable. Her enthusiastic participation in class discussions seemingly indicates a keen personal interest in language teaching, an appreciation of instructor problems, and a desire to be prepared for such challenges. She employed her artistic ability very effectively in drawing language characters and developing other illustrative training material as her presentation progressed. [REDACTED] has been apprised of the planning which is necessary to provide for optimum, well distributed student participation in language drills and exercises.

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FOR THE DIRECTOR OF TRAINING: [REDACTED]

for Chief Instructor

7 Oct 60

Date

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## TRAINING REPORT

### Instructional Techniques Course No. 49

18 hours, 27-29 September 1960 6 students

25X1A9a

Student: [REDACTED] Year of Birth: 1910

EOD Date: Apr 1956 Grade: Contract Office: OTR/LAS/LT

### COURSE OBJECTIVES, CONTENT, AND METHODS

The objectives of this course are:

1. To develop an acquaintance with the learning processes.
2. To apply the principles of learning and instruction in practical teaching experiences.

This course included planning and practical teaching work in effective oral communication; techniques of drill and the use of questions; training aids; language instruction related to the principles of teaching; evaluation of instruction, all based upon the implementation of the principles of learning. Due to the shortness of the course, familiarization only was attempted with the above aspect of teaching.

During this course, the student presented to the class a sample talk and drill session related to his own subject matter area. These presentations were critiqued and rated by his classmates and instructor. About half of the student's course time was spent in practical exercises.

### ACHIEVEMENT RECORD

This student has satisfactorily accomplished the course objectives and met the course standards in presenting his exercises. [REDACTED] is an adaptable instructor who maintains good poise and a sense of humor. His knowledge and application of the principles of learning and teaching became evident through his presentations and contributions to class discussion. [REDACTED] had some good ideas for increasing the effectiveness of foreign language instruction by introducing certain aspects of the culture into each course. His resourcefulness as an instructor was demonstrated by his use of tape recordings and other aids to teaching. Mr. [REDACTED] is aware, however, of the necessity for thorough pre-planning when tape recorders and other mechanical devices are used.

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FOR THE DIRECTOR OF TRAINING: [REDACTED]

*[Signature]*  
for Other Instructor

7 Oct 60  
Date

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